

## How to convert Hand written document or scan document to MS Word.

Open Google drive

Select **New**

Select **file upload**

Select **file or document which have to convert** . (Hand written document or scan document from our file or folder)

Click **Recent**.

**Click right bottom** on resent doc.

Select **open with**

Select **google doc**.

Wait, while processing data

Click **right bottom** on resent doc and **select delete**

Select **file** at left side of screen

Select **Download**

Select **Microsoft doc**.

Now we can edit our document.